

Licking Area Computer Association

Minutes of the meeting of the Licking Area Computer Association Fiscal Advisory Committee was held June 17, 2004 convening at 9:36 a.m.

The following members answered present to the roll call: Brett Griffith, Cory Thompson, Brian Wilson, Jack McDonald, Eugene Foust, Jenny Vanover representing Rick Jones, Lottie Ransbottom representing Max Maley, Glenna Plaisted, and Sue Ward. Ellen Towner arrived at 10:20. Brad Hall, Sheryl Hatfield, Lew Sidwell, Tammy Miller, and Sandy Mercer could not attend. Cathy Donahue, Mindy Sturm, Dodi Zimmerman, Judy McCord, Julie Taylor, Brenda Keller, Sheryl Johnson, Lee Heckman, Jon Bowers, Melody Hewitt and Mary Knicely were also in attendance.

04-014 It was moved by Brian Wilson and seconded by Cory Thompson to approve the minutes of the April 22, 2004 meeting. A vote of approval was taken.

Invoices and Service Level Agreements were distributed.

Melody discussed two of the Fiscal Goals of LACA's FY05 Continuous Improvement Plan. LACA will have an Open Working Lab available for district administrative personnel the second Thursday of each month. District personnel will need to book a seat in advance. LACA Fiscal staff will offer to make on site visits to districts as requested.

Melody reviewed the availability to track requisition amounts from the State Software Release highlights. Flags have been added to USASDAT/USACON to accomplish this feature.

Mary reviewed the fiscal year end accounting closing procedures. A new field, EMIS category, has been added to the cash account screens. This field must be completed before closing FY04.

Mary presented an EMIS update. All 4502 information must be sent by July 30.

Jon presented the Governing Board update. He presented an update on the Fiber Feasibility study and the C-Tec Leave Program. He also discussed the billing for video services, the LSTA grant status and the possibility of changing to an ISP.

The only unfinished business for this meeting was printer maintenance agreements. Melody distributed the new price for this year. All agreements need to be returned as soon as possible.

Sue Ward presented a reminder that the Treasurer's Retreat will be held September 16 through 17 at Deer Creek Lodge. The Lodge will hold rooms until August 16.

The combined Governing Board/Treasurer's meeting to be held August 12th beginning at 8:00 am.

The next Fiscal Advisory Meeting will be held at the Treasurer's Retreat, September 16 through 17 at Deer Creek Lodge.

Sue Ward discussed the possible liability of corresponding with board members via e-mail.

04-015 It was moved by Eugene Foust and seconded by Brian Wilson to adjourn the meeting at 10:58.

Reported by,

Melody Hewitt
Fiscal Coordinator